

**Riverside Cemetery District  
Board Policy**

**PAID HOLIDAYS**

Policy 70

The District grants holiday paid time off to all regular full-time employees on the holidays listed below:

New Years Day.....	Jan. 1 <sup>st</sup>
President's Day.....	3 <sup>rd</sup> Mon. of Feb.
Memorial Day.....	Last Mon. of May
Independence Day.....	July 4 <sup>th</sup>
Labor Day.....	1 <sup>st</sup> Mon. of Sept.
Columbus Day.....	2 <sup>nd</sup> Mon. of Oct.
Veteran's Day.....	Nov. 11 <sup>th</sup>
Thanksgiving Day.....	4 <sup>th</sup> Thurs. of Nov.
Fri. after Thanksgiving.....	4 <sup>th</sup> Fri. of Nov.
Christmas Eve.....	Dec. 24 <sup>th</sup>
Christmas Day.....	Dec. 25 <sup>th</sup> *

**\*EXCEPTION:** If Christmas falls on a Sunday or a Monday, no compensation or time will be given for Christmas Eve.

Holidays falling on Saturday will be taken on the preceding Friday. Holidays falling on Sunday will be taken on the following Monday.

Regular and Seasonal Full-Time Employees scheduled to work 40 hours per week shall receive 8 hours of holiday pay.

Adopted: 11/9/2004